

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 119
JULY 10, 2013 – WORK SESSIONS**

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, July 10, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Kelly Emerson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Jill Johnson, Member

Staff Present: **Jackie Henderson, Director**

Others Present: **Elaine Marlow, Budget Director**

Record @ 00:07

Subject/Description: Medicaid Expansion

Attachment: yes

Information: Whatcom Alliance for Health Advancement (WAHA) serves Whatcom, Skagit, Island, San Juan and Snohomish Counties. WAHA has contracted with the Opportunity Council to help Island County residents determine which health insurance option best fits their needs. Jackie Henderson briefed the Board on enrollment targets and compensation in an 18-month period (July 1, 2013-December 31, 2014).

Subject/Description: Mental Health data for ITA's and Single Bed Certifications

Attachment: yes

Information: Jackie Henderson briefed the Board on the number of Single-Bed Certification requests in 2012 and to date for 2013 at Whidbey General Hospital (WGH). Patients are boarded at the hospital while a Designated Mental Health Professional tries to find a vacancy for them at an inpatient psychiatric facility. WGH has no behavioral health services and patients do not receive treatment. The legislature has allocated funds this year to create more beds in inpatient psychiatric facilities.

Subject/Description: Jail Transition Services

Attachment: none

Information: Jackie Henderson informed the Board that Human Services will be contracting with Sunrise Services, a certified mental health agency, to provide Jail Transition Services.

Subject/Description: Mental Health Crisis System Redesign

Attachment: none

Information: North Sound Mental Health Administration (NSMHA) will be working with local communities this fall to put together three or four forums with the groups that come in contact with the crisis system.

Subject/Description: Waiver of DD Services

Attachment: Memorandum dated 7/8/13 from Jackie Henderson, to BOCC

Action Requested: Request for Exemption from the Competitive Solicitation Procurement Procedure for Individual Employment and Community Access Development Disabilities Services under ICC 2.29.03(B)(12) Compass Health to provide services for children and adults who are developmentally disabled.

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Follow up: Okay with full Board to move forward to Monday's agenda.

Subject/Description: RFP- Chemical Dependency Outpatient Treatment Services discussion (continued from 7/3/13)

Attachment: none

Discussion: Jackie Henderson indicated that she is proposing to simplify the RFP previously presented in order to make it a smoother process for clients. She will add a section for mandates and a "preferable category" as well as the ability to respond to the RFP with a proposal to start a new Chemical Dependency Treatment Agency or purchase the existing Chemical Dependency Treatment Agency (Island Recovery Services). Jackie will work with Andrew Somers to include drug court conditions in the RFP.

Jackie felt she could get the RFP out by July 22nd, have it due by August 18th with a decision mid September.

Follow up: The Board will hear from Law & Justice and make a final decision under the Board's agenda.

**Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, July 10, 2013, at 9:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair **Staff:** Pam Dill
Helen Price Johnson, Member
Jill Johnson, Member

Staff Present: Brooke Powell, Court Administrator, Andrew Somers

Others Present: Elaine Marlow, Budget Director

Record @ 52:45

Subject/Description: Food Services Agreement Amendment #2 Between Island county Juvenile Detention Center & Consolidated Food Management

Attachment: yes

Action Requested: Approval of Amendment #2 to provide food services to juvenile detention Detainees; Term: 8/1/13-7/31/14; Amount: \$38,718.00

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Request for Proposal – Outpatient Chemical Dependency Treatment Services

Attachment: draft RFP

Discussion: Brooke Powell expressed concern about the timeliness of the Human Services RFP. She noted that the RFP the courts put together identifies the BOCC as the responsible agency for submission of the RFP and monitoring of the contract.

Andrew Somers would like Greg Banks to be part of the selection committee.

Follow up: The Board will make a final decision at their work session this afternoon.

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**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, July 10, 2013, at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member
 Jill Johnson, Member

Staff Present: Sheriff Mark Brown, Wylie Farr

Others Present: Elaine Marlow, Budget Director

Record @ 01:09:05

Subject/Description: Interagency Agreement between the Island County Sheriff's Office and the Washington State Patrol

Attachment: yes

Action Requested: Approval of Interagency Agreement between the Washington State Patrol and Island County Sheriff for Marijuana Eradication WSP Contract C130901FED for \$1000.00; Term: 1/1/13 – 12/31/13.

Follow-up: Okay with full Board to move forward to Monday's agenda.

**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, July 10, 2013, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Jill Johnson, Member

Present: Ana María d Nunez, Treasurer, Jill Smith

Others Present: Elaine Marlow, Budget Director

Record @ 01:12:16

Subject/Description: SB 5705

Attachment: none

Information: Ana Maria Nunez addressed the new provisions in SB5705, effective July 28, 2013, concerning amounts received by taxing districts from property tax refunds and abatements and how those changes will affect the Treasurer's Office.

Subject/Description: Bank accounts safe guards

Attachment: none

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Information: Ana Maria Nunez met with Key Bank to lay out a plan to safeguard Island County's our accounts.

Safeguards include:

- Two person authorizations for all transactions where funds leave the account;
- Apply a filter that will only allow specific entities to debit Island County's account;
- Put a block on all accounts that only cover warrants.

Subject/Description: Distraint & sale auction

Attachment: none

Information: Distraint and sale auction scheduled for next Thursday, July 18, 2013 @ 2:00 p.m.

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, July 10, 2013, at 10:40 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director, Dr. Bidisha Mandal

Record @ 01:38:15

Subject/Description: Cost benefit analysis, WSU Island County Extension

Attachment: none

Information: Dr. Tim Lawrence introduced Dr. Bidisha Mandal, Extension Economist at Washington State University, who spoke about the cost benefit analysis being conducted for Island County Extension.

Subject/Description: General update on WSU Extension Programs

Attachment:

Information: Dr. Tim Lawrence provided a general update on Master Gardeners, Beach Watchers, 4- H and Shore Stewards.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, July 10, 2013 at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member

Staff: Pam Dill

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Jill Johnson, Member

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director

Record @ 02:05:05

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Human Services

- Administrative Liaison, New Position, C-11 #056/13- Postponed.

Public Works

- Bayview Truck Driver 1, Replacement, R-11 #057/13
Commissioner Johnson moved to approve Job Requisition # 057/13. The motion was seconded by Commissioner Price Johnson and carried unanimously.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, July 10, 2013, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair

Staff: Pam Dill

Helen Price Johnson, Member
Jill Johnson, Member

Staff Present: Keith Higman, Director, Michele Graaf, Suzanne Turner

Others Present: Elaine Marlow, Budget Director

Record Part 2 @ 00:05

Community & Family Health

Subject/Description: DSHS Contract – Early Family Support Services (EFFS)

Attachment: contract

Action Requested: Approval of DSHS Contract to continue home visits to CPS referral families for grant period 7/1/13-6/30/14; Amount: \$9,498.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: DSHS Contract – Early Intervention Program (EIP)

Attachment: contract

Action Requested: Approval of DSHS Contract to continue early intervention to prevent child abuse; Contract Period: 7/1/13-6/30/14; Amount: \$15,260.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

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Subject/Description: DSHS Contract – WorkFirst

Attachment: contract

Action Requested: Approval of DSHS Contract to continue assessments of children with special needs; Contract Period: 7/1/13-6/30/15; Amount: \$3,200.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, July 10, 2013 at 11:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Kelly Emerson, Chair **Staff:** Pam Dill
 Helen Price Johnson, Member
 Jill Johnson, Member

Others Present: Elaine Marlow, Budget Director

Record @ 02:44:24

Subject/Description: Consider reappointments to Marine Resource Committee (MRC)

Attachments: yes

Action Requested: The Board considered reappointments to the Marine Resource Committee.

Follow up: Okay with full Board to move recommendation forward to Monday's agenda.

Subject/Description: Consider appointments/reappointments to Northwest Senior Services Advisory Board

Attachments: yes

Action Requested: The Board considered appointments/reappointments to the Northwest Senior Services Advisory Board

Follow up: Okay with full Board to move recommendation forward to Monday's agenda.

Record Part 2@16:51

Subject/Description: RFP for Chemical Dependency Outpatient Treatment Services

Attachments: none

Action Requested: Commissioner Emerson would like to be provided with the documentation for the new hybrid RFP presented by Jackie Henderson and bring all three versions of the RFP forward for further discussion.

Commissioner Price Johnson moved to be provided a simplified RFP that includes the transfer of ownership of Island Recovery Services; that would be in concert with the drug court conditions under the mandated services; that would be done in conjunction with Greg Banks or Brooke Powell; and that the timeline would be a 2 month process that would end by mid September and be available for action July 22, 2013. The motion was seconded by Commissioner Johnson and carried with a vote of two in favor and one abstention.

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Commissioner Emerson pointed out that the motion does not take the two other RFP's off the table.

Commissioner Price Johnson said she expected the simplified RFP process to take the place of the other two RFP's that have already come forward. It provides a hybrid that meets a shorter timeline for implementation as well as a smoother transition and seamless process for those citizens depending on the service and gets the drug court back in working order again.

Commissioner Johnson moved to bring forward one hybrid RFP. The motion was seconded by Commissioner Price Johnson and carried with a vote of two in favor and one opposed.

Subject/Description: Law & Justice Council Resolution discussion

Attachments: draft resolution

Action Requested: Commissioner Johnson reviewed the proposed changes to the draft resolution. The dedicated property tax recommendation in the resolution will restore Law and Justice to the service level established in 2008.

Changes:

- \$.17 per \$1000 of assessed valuation would raise approximately \$1.9 million
- Levy will expire after four years

Follow up: Okay with a majority of the Board to move the proposed revised resolution forward to Monday's agenda.

Subject/Description: Resolution in the matter of providing to the qualified electors of Island County at an election to be held on November 12, 2013, an advisory ballot for citizen input on the Conservation Futures Fund

Attachments: yes

Action Requested: Commissioner Emerson spoke in favor of the resolution.

Follow up: No majority support for the resolution going forward.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, July 10, 2013, at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @ 02:09:27

Subject/Description: 2014 Budget goals & priorities

Attachments: yes

Discussion: Elaine Marlow noted that she will work with affected Department Heads and Elected Official to come up with a cost estimate for keeping County offices open to the public on

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Fridays. She will also work with Human Resources with regards to COLA's and come back to the Board with a recommendation.

Record Part 2 @ 01:02:54

Elaine Marlow reviewed the Commissioner's Office budget reports for discussion at the next work session.

A discussion ensued regarding Board attendance at the Law & Justice community meetings.

Commissioner Price Johnson moved to reconsider the appointment of Chair. The motion was seconded by Commissioner Johnson and carried with a vote of two in favor and one opposed.

Commissioner Price Johnson nominated Commissioner Johnson as Chair of the Board of County Commissioners. The motion was seconded by Commissioner Johnson and carried with a vote of two in favor and one abstention.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Kelly Emerson, Chair

Helen Price Johnson, Member

Jill Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board